

NEW PATIENT CONTRACT  
THREE VILLAGE BEHAVIORAL MEDICINE  
JAMES PARLES, MD, PLLC

Our practice runs on a subscription model. After the initial assessment is complete, each patient is responsible for paying an annual fee that entitles him or her to all necessary services that we provide. We do not participate with any insurance plans. Fees are designed to be affordable so that the practice can be accessible for those who need and desire its services, and sufficient for the practice to sustain the model in which each and every patient is offered the time, energy and resources that his or her problem dictates.

**Initial Assessment**

The initial assessment consists of the process that allows Dr. Parles to make a diagnosis if one exists, and to recommend a treatment plan. Depending upon the problem, it consists of one or two office visits, plus review of records and assessment questionnaires where applicable. On occasion it may involve conversation(s) and/or correspondence with other clinicians who have cared for the patient.

The fee of \$425 for the initial assessment is payable at the time the first visit is scheduled, by credit card or debit card. Patients who cancel their initial appointment up to 72 hours before the time of the appointment will receive a refund. If a cancellation occurs within 72 hours of the time of the appointment, the fee can be applied to a future appointment with the understanding that a second cancellation within 72 hours of the appointment, or a no show, will not be rescheduled and no refund will be provided.

An initial assessment does not obligate either the patient or the practice to continue with ongoing care.

**NEW PATIENT CONTRACT**  
**THREE VILLAGE BEHAVIORAL MEDICINE**  
**JAMES PARLES, MD, PLLC**

**Ongoing Care**

Ongoing care, once the initial assessment is complete, consists of office visits, communication between visits, prescriptions, distribution and analysis of assessment questionnaires, and care coordination with other clinicians. Each patient will by nature require a personalized combination of the above listed services, and we will provide each patient with care management based upon the demands of his or her own unique situation.

Ongoing care is provided on an annual basis, with a fee of \$1800 per year.

- Full payment may be made at the beginning of the year's treatment by cash, check, credit card or debit card.
- Installment payments may be made on a quarterly basis for \$450 every three months, or \$150 per month. Installment payments require authorization of a credit card charge, given at the beginning of the year's treatment, for each installment payment due during the following year.

**Practice Policies**

All patients will be required to document that they have read and agreed to the Practice Policies document with each new contract, and with each contract renewal.

**NEW PATIENT CONTRACT**  
**THREE VILLAGE BEHAVIORAL MEDICINE**  
**JAMES PARLES, MD, PLLC**

**I have read the New Patient Contract and attached Practice Policies and I agree to their terms.**

**I choose: a) Single annual payment of \$1800 \_\_\_\_\_**

**b) \$150 per month \_\_\_\_\_**

**c) \$450 every three months \_\_\_\_\_**

**Please check one of the above.**

**Patient Name**

---

**If you are the guarantor and not the patient:**

**Please print.**

**Your name**

---

**NEW PATIENT CONTRACT**  
**THREE VILLAGE BEHAVIORAL MEDICINE**  
**JAMES PARLES, MD, PLLC**

**Signature**

---

**\*\*\*\* PLEASE MAKE CHECKS PAYABLE TO James Parles, MD, PLLC\*\*\*\***

**Date** \_\_\_\_\_